



Arizona State
Board of Cosmetology

Sue Sansom, Executive Director

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DATE: December 18, 2007

TO: All schools

FROM: Sue Sansom, Executive Director
Arizona State Board of Cosmetology

RE: Exam information update

Although things are moving forward, we do not have a site for the meeting on January 7 or for testing. We will keep you informed as we are informed.

At this time, the procedure will be as follows:

1. The school will notify us of graduation on a school hour report form updating address information at the same time;
2. We will email this information to Professional Credentialing Services, Inc. (PCS);
3. The graduate will contact PCS at www.pcshq.com where they will find phone numbers, Bulletins of Information, and other pertinent details. (PCS does not yet have Arizona information online, but it should be there shortly.) The graduate will pay PCS by credit card over the phone for the practical exam, the written exam, and the first license;
4. PCS will notify us when the student has passed, and a license will be issued.

Also, there is a new state law requiring any person receiving a benefit from the State, such as a license, to provide proof of citizenship or legal residence with a right to work in the United States. This will be in effect after January 1, 2008, and may require a small application with that information (and the required picture of the applicant) thereon to be mailed to the Board at the time of graduation. In the future, we hope that the information can be collected by the school and submitted with the graduation information. For applicants after January 1, we will not be able to issue a license without this information. To read more, please see www.azboc.gov for details and what will constitutes "proof."